



Sheldon Neeley
Mayor

CITY OF FLINT

FLINT PLANNING COMMISSION

Draft Meeting Minutes March 8, 2022

Commissioners Present

Robert Wesley, Chair
Elizabeth Jordan, Vice-Chair
Carol-Anne Blower, Secretary
Harry Ryan
Robert Jewell
Lynn Sorenson

Staff Present

Suzanne Wilcox, Director of Planning and Development
Keizy Anpalagan, GIS Administrator
Corey Christensen, ROWE
Joanne Gurley, Assistant City Attorney
Jonathon Mateen, Planner I

Absent:

Leora Campbell
April Cook-Hawkins

ROLL CALL:

Chairman Wesley called the meeting to order at 5:45 p.m. Roll was taken, and a quorum was present.

The meeting was held both in-person in the Council Chambers and via Zoom and phone conferencing as approved.

Roll Call:

Commissioner Ryan: appearing in-person
Commissioner Campbell: absent
Commissioner Blower: appearing in-person
Commissioner Jewell: appearing in-person
Commissioner Cook-Hawkins: absent

Commissioner Sorenson: appearing in-person
Commissioner Jordan: appearing in-person
Chairman Wesley: appearing in-person

ADDITIONS/CHANGES TO THE AGENDA:

There were no additions or changes to the agenda.

ADOPTION OF THE AGENDA:

Commissioner Wesley asked for a motion to approve the agenda. Commissioner Jordan motioned to accept the agenda as amended. Commissioner Blower supported the motion.

M/S – Jordan/Blower

Unanimously carried by voice vote

MINUTES OF PREVIOUS MEETINGS:



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The minutes of February 8th, 2022 were postponed to the March 8th, 2022 meeting due to missing items and discussions. Mr. Mateen will receive additions from Commissioners and provide an updated copy of the minutes at the next Planning Commission meeting.

Minutes of February 22nd, 2022 were approved as provided.

M/S – Jordan/Blower
Unanimously carried by voice vote

Roll Call:

Commissioner Ryan: yes
Commissioner Campbell: absent
Commissioner Blower: yes
Commissioner Jewell: abstained

Commissioner Cook-Hawkins: absent
Commissioner Sorenson: yes
Commissioner Jordan: yes
Chairman Wesley: yes

PUBLIC FORUM:

No one from the public spoke.

PUBLIC HEARINGS:

PC 22-1: Applicant, Brett Brindley requests a special regulated use permit to allow for a pawn shop at 1537 S. Saginaw St. (41-18-410-009).

Corey Christensen shared the staff report as provided to Commissioners.

The applicant and owner of Julie's Pawn Sales, Brett Brindley, shared that he is a third-generation pawn broker who is intending to move his business 100 feet across the street from the current location. The current location has been sold and is going to be demolished.

Commissioner Sorenson asked about the history of the proposed location. Mr. Brindley stated that the building was first a car dealership, then an electrical company, and was last a church about 20 years ago. Additionally, Mr. Brindley stated that the building has been vacant for at least ten years. Mr. Brindley noted that the building is located on Saginaw Street and Kennelworth Avenue.

Commissioner Sorenson asked if the building is multistory. Mr. Brindley confirmed that the building is multi-story. Commissioner Sorenson asked if the applicant would need to add on to the building. Mr. Brindley stated that there is currently enough space, as the building is 7,500 square feet.

Commissioner Blower noted that the applicant received variances from the Zoning Board of Appeals and asked the applicant to describe the buffering between the church and residentially zoned parcels. Rade Beslac shared that the church to the north is adjacent to the proposed location. There are residential parcels to the east which are currently vacant. The nearest residential parcel is to the northeast, which is the nearest residential and touches a corner of the property line. Currently there is an existing chain link fence on the property line fencing in the parking lot in the rear of the property.



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Commissioner Wesley opened the floor for public comments in favor. No one from the public spoke.

Commissioner Wesley opened the for public comments in opposition. No one from the public spoke.

Commissioner Jordan motioned to approve PC 22-1 Applicant, Brett Brindley, requests a special regulated use permit to allow for a pawn shop at 1537 S. Saginaw St. (41-18-410-009) based on the fact that the applicant has received the necessary location variances for relief from a place of worship and a residential zone and that they will have no net impact on the neighborhood or surrounding area considering they are an existing business that is moving across the street.

M/S – Jordan/Blower

Roll Call:

Commissioner Ryan: Yes
Commissioner Campbell: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes

Commissioner Cook-Hawkins: Absent
Commissioner Sorenson: Yes
Commissioner Jordan: Yes
Chairman Wesley: Yes

The motion carried.
6 yes, 0 no, 2 absent

SITE PLAN REVIEW:

SPR 22-003: Whaley Children’s Center/Mindy Williams is requesting a Site Plan Review at 1201 N. Grand Traverse (PID 40-12-326-016).

Corey Christensen shared the staff report as provided to Commissioners.

Commissioner Wesley noted that zoning staff has not yet had the opportunity to review the revised site plans, as such the plans have not completed the review process. Commissioner Wesley asked why this was being presented considering that the review has not been completed. Commissioner Jewell noted that the staff report states that the revised plans were received on March 4th and the applicant requested to be placed on the March 8th Planning Commission agenda, staff were unable to complete a full review of the plans. Commissioner Jewell shared that because staff has not had an opportunity to review the plans, he recommends the site plans should be presented during the March 22nd meeting after staff reviews the plans.

Commissioner Jordan noted that the applicant was in attendance and recommended giving the applicant the floor to confirm that the changes were made and where the changes can be found in the site plans.



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Commissioner Wesley stated that the applicant would be allowed to speak to the commission with the understanding that the site plans would not be approved during this meeting due to a lack of review from staff.

Jeffrey Ferweda, applicant, noted that they are adding a pole barn to the Whaley Children’s Center campus to provide additional storage. Mr. Ferweda stated that he met with William Vandercook, Zoning Coordinator, to review the checklist. Issues on the checklist included parking; the addition of a statement that there would be no anticipated increase of dust, smoke, or lights; barrier free parking; and no increase of storm water. Mr. Ferweda stated that all of these have been addressed. Mr. Ferweda spoke with Mark Adas and provided the required information to the Zoning Division. Mr. Ferweda requested the Planning Commission to review and approve the plans, as the key points have been addressed. Mr. Ferweda noted the backlog the Planning Commission currently has and shared that approving the site plans would help reduce the burden on staff.

Commissioner Jewell noted that the site plans should be sent back to staff and put on the March 22nd agenda to maintain consistency with having complete documents. Commissioner Jewell shared discomfort with approving plans that are not complete and noted past site plans that remained unfinished from applicants after conditional approval.

Commissioner Jordan asked the applicant to point out where the off-street parking schedule is located on the site plan. Mr. Ferweda stated that the parking calculation is on the cover sheet.

Commissioner Jewell made a motion to send the application back to staff and have it placed on the agenda for March 22nd since staff has not been able to complete a full review of the revised site plans.

M/S – Jewell/Sorenson

Roll Call:

Commissioner Ryan: Yes
Commissioner Campbell: Absent
Commissioner Blower: Yes
Commissioner Jewell: Yes

Commissioner Cook-Hawkins: Absent
Commissioner Sorenson: Yes
Commissioner Jordan: Yes
Chairman Wesley: Yes

The motion carried.
6 yes, 0 no, 2 absent

CASE REVIEW:

SPR 20-941: Sylvester Broome Empowerment Village is requesting a Site Plan Review at 4119 N Saginaw St. (PID# 46-36-428-059)



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Ms. Wilcox shared that a lighting contract has been received from the Law Department and will be reviewed this week. A finalized agreement will be provided by Friday, March 11th.

Commissioner Wesley asked what actions need to be taken and if this agenda item should be added to the agenda for March 22nd.

Commissioner Jewell noted that the lighting agreement was a condition of the site plan and recommended that the Chairperson reviews to check that all conditions of the site plan have been provided.

Commissioner Jordan asked staff to ensure that all conditions of the site plans were met and to provide this information to the Planning Commission.

Commissioner Jewell noted that it would be beneficial for staff to provide an itemized list of the conditions and whether they have been met.

REPORTS:

Status of Draft Zoning Ordinance, Suzanne Wilcox, Director of Planning and Development:

Ms. Wilcox shared that the zoning ordinance is still moving forward. Ms. Wilcox stated that a request will be made to ROWE to format the ordinance properly so that it can be presented to City Council at the end of March. The ordinance is expected to be sent to City Council for the first reading at the last meeting in March.

Additionally, a city-wide meeting to inform City Council members of the draft ordinance has taken place. Council members are now aware that this will be presented. Many of the members were in support of this.

Status of Permanent Marihuana Ordinance, JoAnne Gurley, Assistant City Attorney:

Attorney Gurley stated that she has received the copy of the suggestions and recommendations from the Police Department last week. It will take a few weeks to go through the recommendations. Attorney Gurley hopes to be done with the review on March 25th tentatively.

Commissioner Jewell noted concerns of past dates and times not being met and hopes that the timeline is fulfilled.

Choice Neighborhoods Initiative Update, Suzanne Wilcox, Director of Planning and Development.



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Ms. Wilcox shared that a presentation to the steering group at the end of March is still being planned. The department has spoken with the Flint Housing Commission to set a date. Phase 1 is completely occupied. Phase 2 is funded, and construction is expected to begin in the spring.

Approval from HUD to continue efforts of neighborhood improvements in the south Flint portion is moving forward. A call is scheduled with MSHDA to discuss financing for phases 3a and 3b. There is currently a funding gap and work is being done to fill this gap. Due to Covid-19, increases in construction and labor costs, as well as increases in environmental remediation, this gap is larger than expected. The project is scheduled to be completed in 2024 and all parties are working to stay on track.

Staffing Update

Interviews were held to fulfill the Choice Neighborhood Initiative Project Planner, Planner I, and an Urban Designer position. There are interviews scheduled for a project manager in Community and Economic Development and a Lead Planner as well.

American Rescue Plan/Capitol Improvement Plans, Suzanne Wilcox, Director of Planning and Development

Ms. Wilcox shared efforts are being made to ensure that the City is positioned to take advantage of the CIP to apply for potential infrastructure funds through President Biden's initiative. Ms. Wilcox stated that conversations were held with the CFO, Robert Widigan, and there has been work on moving the ARPA funds forward. There will be a webinar that describes the infrastructure funding that is coming, Ms. Wilcox will be in attendance. Community engagement meetings have started and are ongoing.

Commissioner Jewell asked for staff to share with Commissioner Wesley the specifics regarding the role of the ARPA funding regarding the Master Plan and the CIP. Integrating this would be helpful for the Commission to hear specifics on the Master Plan and the CIP regarding the ARPA funding.

Commissioner Jordan asked if there was a timeframe for a draft document that the Planning Commission would be able to look at. Ms. Wilcox stated that this is on her agenda but there is not timeframe as of right now. Additionally, Ms. Wilcox expressed that this is not something she would be focused on, however, it is incorporated into a workplan. She estimated that a draft could possibly be provided in May.

Marihuana Applications Requiring City Council Approval

Ms. Wilcox shared that staff has completed the City Council approval portion of the Marihuana licensing process. The applications have all been presented to Council and approved. There were two components of the ordinance that needed to be addressed: City Council approval and department routing. Staff has completed review meetings with the Police Department, Fire Department, Building Safety & Inspections, and Treasury to ensure that all licenses are in good standing with the City. There



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are four more applications that need to be routed and reviewed by departments. The timeline for new marihuana applications to be presented to the Planning Commission will be April 26th. There are ten pending applications for a variety of group types.

Marihuana Application Process Flyer

Ms. Wilcox shared that this is a draft flyer. The purpose of the flyer is to make the process clearer for the public. This flyer aims to make it clear to applicants that if they do not follow the steps and timelines, their license is null and void. The cover sheet contains an overview of the licensing process, and the pamphlet contains details of the processes highlighted.

Ms. Wilcox asked for Commissioners to share feedback on the flyer and noted that there are edits that need to be made before it is finalized. Ms. Wilcox shared that a final draft will be sent to the Planning Commission at the next meeting.

Commissioner Jewell shared support to staff on the process flyer and noted that it provides a good framework and overview of the process.

Zoning Board of Appeals Meeting – Commissioner Blower

Commissioner Wesley shared concerns about the participation of the Planning Commission representative on the Zoning Board of Appeals if they cannot participate and asked for clarity on the specifics of the PC representative role.

Commissioner Jewell shared that the Planning Commission representative's role is to ensure that clarity is provided during appeals cases. Commissioner Jewell noted attorneys in the past have provided a written memorandum for the PC when making a legal opinion. In this case, it might be appropriate to have a similar process done in clarifying the role and responsibilities of the Planning Commission representative. Commissioner Jewell has not seen a written document with this information from the attorney.

Attorney Gurley noted that there was a written opinion provided on this matter. Commissioner Jewell asked if copies of this written opinion have been shared with the Commission. Commissioner Wesley noted that the document had been shared with the Chair, Vice Chair, and Secretary. Attorney Gurley confirmed that the document can be provided to all Commissioners.

Commissioner Jewell asked if this information could be provided in the next packet. Commissioner Jewell noted that he would be interested in reading the background information on this matter beyond an opinion.

Commissioner Blower shared that there was no update from the ZBA. She would like a discussion to take place before the next officer elections in April. Commissioner Jewell supported this and noted that



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there needs to be clarity on how the PC representative role was established. Additionally, information on other municipalities would be important to include in the document.

Commissioner Blower shared that she is understanding of the legal review and does not want to put liability on the City of Flint, however, clarity is needed specifically on the role of the PC representative to the ZBA.

Commissioner Wesley noted that he would have an opportunity to speak with Attorney Gurley regarding this and will have an update during the March 22nd meeting.

RESOLUTIONS:

No resolutions.

OLD BUSINESS:

No old business.

NEW BUSINESS:

Mr. Mateen noted that he will collect the site plans for 1201 N. Grand Traverse and redistribute them during the next packet delivery.

ADJOURNMENT:

M/S – Jordan/Jewell

Unanimously carried by voice vote.

Meeting adjourned at 7:05 PM.